

SSSC meeting

January 22, 2003

(Held in Room 315 of the Governor's Office Building)

Attending:

Keith Russell, Office of Administration
Ron Hooker, Agriculture
John Brunnert, Agriculture
Glenda Verslues, Conservation
Sarah Schuette, Economic Development
Bryan Howard, Elementary and Secondary Education
Steve Dunn, Labor & Industrial Relations
Jim Lowery, Mental Health
Stephen B. Moody, Natural Resources
Cherri Baysinger, Natural Resources
Chris Adler, Revenue
Allen A. Schulte, Social Services
Sue Teeter, Social Services
Jean Endsley, Transportation
John Schumert, OCCU-TEC
Skuli Gudmudsson OCCU-TEC
Janice Steenburgen, Office of Administration
Bill Bell, Transportation

Jim Lowery, the committee's interim chair was delayed and Janice Steenburgen opened the meeting on Jim's behalf. Janice welcomed everyone and asked all members and guests to give a brief report on whom they represent and what their role is.

Minutes were unavailable from the previous meeting.

Stacy Skiles of Capitol Police was to give a presentation on the training available through their agency. Unfortunately Stacy was ill this day. Keith Russell of Facilities Management gave the presentation on her behalf. Keith reported that Capitol Police offers training in personal safety, bomb and threatening calls and other programs. Keith told members that if they were interested to contact Capitol Police directly.

John Schumert and Keith Russell gave the next report concerning weather-related injuries and the proper maintenance of buildings. John reported the state's second leading cause of slips, trips and falls is directly related to the few snow/ice storms we have had this fiscal year. John indicated that with three snowstorms thus far, we have had 81 reported injuries that appear to be related to the storms. John reported that most of the injuries

appear to happen in the days following the storms as opposed to the day of the storm. The reasoning for this seems to center around heightened employee awareness while the storm is in progress but a lower level of awareness after the storm has ended. However, the melting and re-freezing of the residue from the storm, coupled with the residue from any ice melt, makes for treacherous conditions. Keith suggested that how people dress, such as appropriate footwear, comes into play. Housekeeping staff becomes a critical component. The proper application of snowmelt, the cleaning afterwards and the use of entrance mats all play an important role in responding to such conditions. Keith reported that facilities have undertaken an experiment in conjunction with Risk Management to measure the effectiveness of two different types of ice melt solutions. The one currently being used is calcium chloride and rock salt. The new one is magnesium chloride. The magnesium is supposed to cut down on the oily residue tracked into the building. Magnesium has been used in the Truman building and the calcium in the rest of the Capitol Complex. Risk Management will track the injuries to see if there is a difference in injuries reported between the two.

Keith Russell also reported that, with John's assistance, a local utility company had responded to a safety concern by applying a nonskid surface to a sheet metal grate behind the Broadway Building. Skuli Gudmundsson also suggested that an awareness campaign might be a good approach to addressing slips, trips and falls. Keith is working on a poster and other ways to raise awareness to safety. Jean Endsley reported that they have a Costal video they could share on safety tips. Tom Ray also suggested that when sand is used to respond to weather-related concern in parking lots, the sand buildup after a storm could become an issue. Jim Lowery also reported that he recently was operating a state vehicle during unfavorable weather conditions and the windshield wiper fluid appeared to create a problem by depositing a white film on the windshield. O.A. will check with the O.A. garage on this issue.

Keith Russell gave a report on the O.A. safety committee. He explained the projects the committee is working on and its functions. When asked by members about the single most important element that keeps the committee operational, Janice Steenburgen responded by saying the staff worked on bringing structure and direction to the committee.

Guest speaker Dave Mosby of Facilities Management gave a report on safety and security of state buildings. Dave explained the "behind the scenes" of what goes on to protect the tenants, guests and the property. The main emphasis of the report was on measuring outcomes. Dave talked about indoor air quality, filtering systems, safety systems, etc. Dave discussed how facilities have an individual responsible for the various safety systems in the buildings.

John Schumert gave report to the agencies on their incidence rates. John added two more measurements to the reports. One reflects the number of individuals on restricted duty and the other is a combination of those on restricted duty and those that are away from work. John also reviewed the leading cause of injury in the state as a whole and by individual departments.

Next, the committee heard from the two candidates running for chair, Jean Endsley and Steve Moody. Both gave short presentations regarding their backgrounds and their interest in chairing the committee. Utilizing written ballots, the committee elected Jean Endsley to serve as chairperson for the upcoming term. After discussion of the By-laws by Jim Lowery concerning the position of vice chair, Steve Moody was nominated by the committee and accepted that position.

Through round table discussion, the members brought the committee up to date on some of the initiatives they are undertaking in their agencies.

Jean Endsley will check on reduced rates for the state agencies for the Missouri Safety Conference.

Janice Steenburgen reported that the current contract with Occu-Tec will officially terminate in April 2003. She expressed her gratitude to Skuli and John for the assistance they have given the Committee over the years.

Friday, April Fourth was selected as the next meeting date.

With no further business the committee adjourned.

(Minutes written by John Schumert due to Mark Doerner's absence.)